

THE SCHOLARS' CORNER BULLETIN ~ January 9, 2017

Dates & Deadlines

January 11, 2017 – Classes begin. One-credit extension deadline.

February 5, 2017 – Last day for students to file the [Graduation Application](#) for spring 2017

[Click here to review future deadlines.](#)

Dear Graduate Students,



Welcome back to Montana State University! Every new semester is an exciting time, as we experience new classes and meet new people. Whether this is your first semester or your last, each semester brings you one step closer to earning your advanced degree and becoming an alumni of The Graduate School, your department, your college, and our university

The Graduate School is here for you as you move through your program. We have an open-door policy so please come and visit with our staff, as they are here to help. Graduate students are our number one priority and no one student should ever feel like he or she must do it on their own, but also, we cannot second guess your questions.

Good luck, and have a great spring semester!

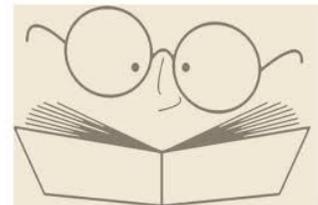
Karlene A. Hoo, Ph.D.

Dean, The Graduate School

Looking for writing help? Take this quick survey!

The Graduate School and the MSU Writing Center want to partner together to support graduate students in all their writing no matter where they are in the process. Your responses to this three-question survey will help us provide the support you most need.

https://montana.qualtrics.com/SE/?SID=SV_0IHC7ocel0wG26p



REGISTRATION/PAYMENT DEADLINES

[Spring 2017 Registration Handbook](#)

January 25, 2017 – Last day to add classes

February 1, 2017 – Last day to drop classes without a grade

February 1, 2017 – Students who have not confirmed their attendance will be dropped from their classes

ADDITIONAL REMINDERS & HAPPENINGS

On-Going Library Workshops

Two will take place this month. Additional workshops will be posted to the [library's website](#) as details become available.

EndNote Basic

January 13, 12-1 pm

Renne Library, Innovative Learning Studio

EndNote Advanced

January 18, 4-5 pm

Renne Library, Innovative Learning Studio

Spring semester professional development activities for graduate students start on January 27!

Student-led activities will include workshops and panels on various topics that will allow students to empower themselves to take control of their graduate education experience while networking with students across campus. The January 27 event will be followed by the *First Fridays* series starting February and running through April. All events will take place from 3:00 -4:30 pm at the Library's Innovative Learning Studio. Details will be announced shortly.

Graduation Application Deadline — February 5, 2017

Students intending to graduate in Spring 2017 must "apply to graduate" by submitting the [Graduation Application form](#). This informs The Graduate School that you aim to finish your degree by the end of the semester. Once the form is submitted, The Graduate School staff will conduct a "first audit" to verify that the program of study has been followed and that all degree or certificate requirements are on track for completion. This first audit is to allow ample time to correct any deficiencies and take any actions that might be required.

A one-time \$30.00 commencement fee is charged to the student's account the first time they apply to graduate. A \$20.00 audit fee is charged to the student's account each term an application is submitted.

Let us know if you have any questions: 406-994-4145, degreesandcertificates@montana.edu, or visit us in Montana Hall room 9.

Electronic Theses & Dissertations (ETDs): Archiving research & other library data services - February 16, 3:00 – 4:00 pm

Renne Library, Innovative Learning Studio

The Graduate School and the library partner to present an ETD workshop. Learn about how your research is archived at the Library and other library data services. Agenda to include information on ETD formatting, citation management software, data storage options and more.

Steps to Degree document will help you keep on track to completing your degree!

Steps to Degree documents are posted to The Graduate School's website and provide an overview of the requirements and deadlines for each degree type. It's a good idea to review this information to make sure you are on track. If you have any questions, please contact your department or the Office of Degree Programs & Certificates at degreesandcertificates@montana.edu, 994-4145 or stop by Montana Hall Room 9.

Select the following links to find the Steps to Degree documents:

- http://www.montana.edu/gradschool/documents/doctoral_steps.pdf
- http://www.montana.edu/gradschool/documents/masters_steps.pdf
- http://www.montana.edu/gradschool/documents/certificate_steps.pdf